



**FREDERICK COUNTY GOVERNMENT**  
**DIVISION OF UTILITIES AND SOLID WASTE MANAGEMENT**

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**Contractor and Consultant Outreach Meeting**  
**August 5, 2014**  
**Meeting Minutes**

**I. Purpose of Meeting – Robert “Bud” Creighton**

Based on feedback from the development community the decision was made to rewrite the General Conditions and Standard Specifications and the Design Guidelines. This particular meeting is specifically to focus on the General Conditions and Standard Specifications; input received on the Standard Details and Design Guidelines will be incorporated later. Hazen and Sawyer has been retained to review and evaluate the Guidelines and the requested changes.

Presenters: Kevin Demosky, Rodney Winebrenner and Robert “Bud” Creighton

**Attendees were:**

Stephen Cutter – Geo-Technology Associates, Inc.  
Jonathan Pembroke – Ausherman  
Kraig Walsleben - Rodgers Consulting  
David Dunn – Office of the County Manager  
Tony Wetzel – Highway Operations  
Jason Stitt – DPW – OTE  
Mark Murray – Harris, Smariga  
KC Reed – Dewberry  
Mitzi Boswell – Buckeye Development  
Jeff Lessans – Buckeye Development  
John Mazelon – Fox and Associates, Inc.  
Jason Wiley – Elm Street Development

**II. Overview and Initial Discussion**

The low pressure sewer system section has been incorporated into the Standard Specifications.

Comment (S. Cutter): Comments were submitted regarding Section 2200.

Response (B. Creighton): If there is concern about the definition of “rock,” that is not a problem – it can be put in. The County is looking at the WSSC specifications to further clarify our specification and to negate ambiguities. What is outstanding that still needs to be changed?

Question (K. Demosky): Is there any problem with WSSC’s backfill requirements?

Response (S. Cutter): No. Most of the contracting community is familiar with them. It seems like a good basis to start with.

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Comment (K. Demosky): Hazen and Sawyer looked at specifications from several other jurisdictions.

Question: Are you going to keep us in the loop as you do updates?

Response (R. Creighton): Yes. Another draft will be put out and there will be another opportunity for comment before going to the public hearing.

Comment (R. Winebrenner): Section 2200 and the grinder pump or low pressure sewer sections will be the primary portions changed – everything else is posted.

Question: What is the timeframe?

Response (R. Creighton): We will have them back on the web and the review done by the first or second week in September.

Comment (K. Demosky): We would like to get this approved by the Board of County Commissioners in an October timeframe. We would like to get the last group of comments on the Standard Specifications so we can go to public hearing. Please get us all comments on the Design Guidelines or Details also.

Question (J. Pembroke): Will there be any further refinement on the specifications as far as what will be enforced in PIA, PWA and CIP projects? It's pretty vague as to what is required, for example when do I have to put a construction trailer on site?

Response (K. Demosky): Section 1000 (General Condition) is what you're referring to. There may be things we could pull out and write it into the PIA. Let us know the things that do not apply to PIAs. The specification can remain in its entirety and we could also note items that are irrelevant in certain sections in the PIA document itself.

Question (J. Mazelon): Do you have any updates on the comments we submitted a couple months ago?

Response (R. Creighton): They would be on the comment tracking sheet on the website.

Comment (R. Winebrenner): We will put together a schedule to address the design manual.

Comment (R. Creighton): We would like Hazen and Sawyer to have something back to us within two to three weeks. How soon could you have your comments to us?

Comment (J. Pembroke): By next week.

Comment (K. Demosky): If we can agree that the things you give us can be addressed in the PIA, we can make changes to the PIA as long as they're not substantive. We can run them by the County Attorney. If it is something that needs to go before the Board, we can do a staff report.

### III. Close

Having no further questions or comments from attendees, the meeting was adjourned.